

BURNABY PUBLIC LIBRARY BOARD

Minutes of a regular meeting held 2019 April 18 at 19:00h in the Third Floor Board Room at the Bob Prittie Metrotown Branch.

PRESENT: Lorraine Shore (Chair)
Jeffrey Yu (arrived at 19:12h)
Surena Bains
Gene Blishen
Chris Dong
Ernie Kashima

ALSO PRESENT: Beth Davies (Secretary)
Trish Mau
Heidi Schiller
Sharon Notarrigo
Amy Girard
Claire Preston

REGRETS: Katy Alkins-Jang
Matt Foley
Councillor Calendino

ACTION

1. Delegation – Claire Preston

The Board Chair welcomed Claire Preston, who suggested that the Library look into offering spaces dedicated to co-working, with appropriate amenities for small business. The Board Chair thanked Claire for her presentation and noted that the Board will be in touch with a response.

Library Board

2. Agenda

The Chief Librarian made some additions to the agenda, under “Other Business”:

- Housing Panel
- Meeting Rooms

MOVED by Ernie Kashima

"That the agenda be received as amended."

Seconded by Chris Dong

CARRIED

3. Minutes

i) **MOVED** by Chris Dong

“That the minutes of the regular meeting held 2019 March 21 be adopted as circulated.”

Seconded by Ernie Kashima

CARRIED

The Chief Librarian confirmed that the February 19 InterLINK meeting summary

contained the wrong information on committee appointments. The InterLINK Representative had provided the correct information to the Board.

ii) **MOVED** by Gene Blishen

“That the minutes of the Finance Committee meeting held 2018 October 18 be adopted as circulated.”

Seconded by Surena Bains

CARRIED

4. Reports

i) Board Chair

The Board Chair reported on the Metrotown Branch session of the KAIROS Blanket Exercise, noting what a profound and moving experience it was. Trustees Dong and Bains will be attending the final session at Tommy Douglas Library on April 26.

ii) InterLINK Representative

The InterLINK Representative reported on the April 2 meeting, noting that a second annual self-evaluation and skills inventory was completed. Advocacy scored low on the results, so InterLINK is planning to hold sessions in the fall to improve member skills. The InterLINK Representative will confirm if these sessions will be open to all Trustees of member libraries or just to those that sit on the InterLINK Board.

InterLINK Representative

5. Items Requiring a Decision

i) 2018 Statement of Financial Information (SOFI)

On behalf of the Finance Committee Chair, the Chief Librarian summarized the committee meeting held earlier in the week and highlighted key points in the Library's 2018 Statement of Financial Information.

At the meeting, it had been noted that the Management Report had incorrectly referred to the Library's financial statements as being audited. The report was amended to reflect that the audit of the Library's financial transactions was conducted in conjunction with that of the City's consolidated financial statements.

MOVED by Jeffrey Yu

“That the Library Board approve the 2018 Statement of Financial Information as amended.”

Seconded by Ernie Kashima

CARRIED

6. Report of the Chief Librarian

i) Strategic Plan Report: First Quarter 2019

The Chief Librarian presented the first quarterly report in the new format and under the Library's new strategic plan. She noted several highlights:

- Community Outreach has expanded, with the addition of a new full-time position in October. The focus of community outreach has also changed, with more time spent in building relationships with community members.
- Teen Librarians were recently given cell phones, allowing them to connect with colleagues, community partners, and – most importantly – teens themselves, since texting is the preferred communication method for teens.
- An 11-year-old Tommy Douglas patron was so excited that his overdue fees were waived, he could not stop smiling and holding up his library card during his next few visits.
- Circulation for physical items increased slightly, but circulation for digital items had significant increases: +24.8% for e-books and +41.7% for e-audiobooks.
- The Assistant Director, Collections and Technology reported on a symposium that she and two of her staff attended. “Sorting Libraries Out” explored decolonizing classification and indigenizing description in libraries.
- The final report from a marketing and communications consultant was received, and staff will work on determining recommendations.

7. Other Business

i) Housing Panel

The Chief Librarian spoke to an upcoming housing panel discussion taking place at the Metrotown Branch, noting that it was driven by one of the Library’s new program areas – “Issues and Ideas”. These programs are meant to generate dialogue and encourage the exchange of ideas on topics of importance to the community.

ii) Meeting Rooms

The Chief Librarian briefed the Board on a group that has booked one of the Library’s program rooms. It was suggested that the Board review the Library’s meeting room policies. The Chief Librarian will bring proposed amendments to the current policy to the next Board meeting.

Chief Librarian

iii) Cherry Blossom Festival

Trustee Dong reported on a Cherry Blossom Festival held by the Chinese Senior Society Burnaby Branch in the Civic Square on Sunday, April 14.

8. Next Library Board Meeting

The Board was reminded that the May 16 meeting will take place in the program room at the McGill Branch.

9. Adjournment

MOVED by Gene Blishen

“That the regular meeting adjourn and that the Board resolve itself into an in camera meeting from which the public is excluded to consider a patron ban.”

Seconded by Ernie Kashima

CARRIED

The meeting adjourned at 20:00h.

Lorraine Shore (Chair)

Beth Davies (Secretary)

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